

CONFIDENTIAL

Executive Registry

71-1664

2 September 1971

MEMORANDUM FOR: Executive Director-Comptroller

THROUGH : Inspector General

SUBJECT : Request for Temporary Authorization to
Continue Audit Staff Co-op Program
in Over-Ceiling Status

1. Paragraph 5 of this memorandum contains a request for approval.

2. The Audit Staff initiated a student-work (Co-op) program in late 1969 at a time when it was generally believed that student trainees would not require personnel ceiling. We did not become aware that contract ceiling would be required until two students entered on duty in early summer 1971 and commitments, subject to clearances and unforeseen circumstances, had been made to two other students who are scheduled to enter on duty in the current month. Because of the ceiling and money situation and because the Audit Staff does not need to keep a pipeline of co-ops filled at all times, we have cancelled recruitment for this program pending further need and availability of ceiling and funds. We have requested funds in the budgets for 1972 and 1973 now being presented to the Office of Planning, Programming and Budgeting.

3. The results of the Audit Co-op Program during the past three months have been quite satisfactory. We believe that successful career recruitment of these young people will materially improve our grade and age mix. This will be very important to the Audit Staff in the coming years when several members of the Staff are expected to retire near the same time. Until recently, the Audit Staff had only two professional members under 34 years of age. We now have four career members in their twenties and early thirties with one additional auditor in this age group

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GROUP 1
Excluded from automatic
downgrading and
declassification

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scheduled to enter on duty on 13 September. We also have the possibility of career recruitment of two of the co-ops in August 1972 and January 1973, and two more at a later date. The two co-ops now on board are

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25X1A

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4. [redacted] show real promise in the audit field. In addition to the normal training given them, each has participated in live audits at Headquarters and each has just completed a successful audit trip abroad.

5. It is requested that the Audit Staff be authorized to continue the Co-op Program in over-ceiling status with the four students now on duty or scheduled for duty in the near future. Subject to the number of successful career recruitments from this group it is proposed that we determine the needs, if any, for the next several years and that no further co-op recruitment be undertaken until such needs are provided for in personnel ceiling - which will be requested separately.

[redacted]

Chief, Audit Staff

Approved with the understanding that:
 (1) not more than four (4) Co-op students are involved, and
 (2) to the extent that ceiling is involved these positions are to be charged against Contract (not staff) position.

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CONCUR:

25X1A

[Redacted Signature]

Deputy Assistant Director for Budget
O/PPB

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Date

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[Redacted Signature]

Chief, Contract Personnel Division

2 Sept 71

Date

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[Redacted Signature]

Administrative Officer, O/DCI

2 Sep 71

Date

The request in paragraph 5 is APPROVED:

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[Redacted Signature]

Executive Director-Comptroller

8 Sept 71

Date

See footnote on preceding page.

[Redacted Signature]

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